

## ROUTING AND RECORD SHEET

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SUBJECT: (Optional)

Proposed Revision of

Automatic Data Processing Management, Draft F

FROM

EXTENSION

NO.

Policy and Plans Group  
4E-70, Hqs.

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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1. I feel for RCD on this one; obviously, they very much wanted this sixth version to fly. However, the draft contains a new provision that raised a new security concern, and we must protect our equities. I have changed the placement to avoid confusion regarding applicability. RCD has been advised that we will have a comment. The editor noted that ODP had a problem, so we are not the only component that might delay publication.

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OS 1 0050/A

2 FEB 1981

MEMORANDUM FOR: Chief, Regulations Control Division  
Office of Information Services, DDA

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FROM:

[redacted]  
Deputy Director of Security  
Policy and Management

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SUBJECT: Proposed Revision of [redacted] Automatic  
Data Processing Management, Draft F

REFERENCE: Memorandum from C/RCD, dated 7 January  
1981, same subject (Job #8345)

1. In view of the addition of paragraph d(5)(j) to the proposed Regulation, it is necessary to suggest a supplement to the new provision that addresses a security equity. Specifically, we suggest that the following sentence be added to paragraph d(4)(i):

"Attendant to this responsibility, coordination will be effected with the ODP Security Officer in the event of removal of excess ADPE with memory (e.g., disposal action) to ensure the sanitization of memory prior to such removal."

2. We are not unaware that a suggestion at this point of processing represents an unfortunate complication. However, you will understand that we must address security issues as they develop. It is our wish to cooperate in any approach that will expedite publication. To the latter end, it is proposed that the procedure mentioned in my memorandum of 13 June 1980 on subject Proposal be followed; i.e., resolution by direct contact between ODP and the Information Systems Security Group.

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OS/P&M/PPG [redacted] cbt  
30 Jan 1981

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REFERENCE

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Proposed Revision of  
Management, Draft F

Automatic Data Processing

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Policy and Plans Group  
4E-70, Hdqs.

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

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For your review and comment by  
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TRANSMITTAL SLIP		DATE _____
TO: Director of Security		
ROOM NO.	BUILDING	G-E-37 Hqrs.
REMARKS:  IMMEDIATE		
FR _____ ROC _____	Form 3-65    160c	(13)

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Sanitized Copy Approved for Release 2010/03/03 : CIA-RDP89-00724R000300350005-8

7 January 1981

MEMORANDUM FOR: Deputy Director for National Foreign Assessment  
Deputy Director for Science and Technology  
Deputy Director for Operations  
Comptroller  
General Counsel  
Legislative Counsel  
Inspector General

STAT FROM:

[REDACTED]  
Chief, Regulations Control Division  
Office of Information Services

STAT SUBJECT:

Proposed Revision of [REDACTED] Automatic Data Processing  
Management (JOB #8345) DRAFT F

REFERENCE:

Our memorandum dated 20 August 1980

FOR YOUR INFORMATION:

STAT 1. Attached is the final draft of [REDACTED] proposed by the Director of Data Processing. Draft E of this proposal was sent for information in August 1980. The attached draft incorporates changes as a result of the information process; changes are enclosed in brackets and include:

- a. Addition of the word "management" in paragraph a(1).
- b. Reinstate as new paragraph a(2) that the General Services Administration is the organization responsible for Government-wide acquisition of ADP equipment, software, and services.
- c. Former paragraph a(2) of Draft E has been deleted.
- d. Rearrangement of the definitions in paragraph b with some change in wording (see brackets).
- e. Editorial changes have been made for clarity in paragraphs d(2)(a), (b), (f)(3), (4)(a), (4)(d), and d(7).
- f. Addition of new paragraph d(5)(j) states that the Director of Data Processing determines whether ADPE declared excess by Agency components can be reutilized by other Agency components and, if not, inform the Office of Logistics so that disposal action can be taken.

OS 1 0050

STAT 2. Priority handling of this regulation is requested. We plan to send  
STAT the proposal to the Deputy Director for Administration on 26 January 1981  
for approval. Questions may be directed to [redacted]



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Attachments:

A. Concurrence Sheet (OGC)

B. Proposed Revision of [redacted]

STAT cc: AO/DCI  
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## ROUTING AND RECORD SHEET

SUBJECT: (Optional) Proposed Revision of [ ] Automatic Data Processing Management, Draft F				
STAT	[ ]	EXTENSION		NO.
STAT	Policy and Plans Group 4E-70, Hdqs.	[ ]		DATE 12 JAN 1981
TO: (Officer designation, room number, and building)		DATE		OFFICER'S INITIALS
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2-4 the changes in this draft are J.K. No comment since it went along with original draft



# ROUTING AND RECORD SHEET

SUBJECT: (Optional) <b>Proposed Revision of Management, DRAFT F</b>		<b>Automatic Data Processing</b>	
FROM	EXTENSION	NO.	
<b>C/ISSG/OS</b>		DATE <b>21 Jan 1981</b>	
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
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CONFIDENTIAL

21 JAN 1981

MEMORANDUM FOR: Chief, Policy & Plans Group, OS

25X1 FROM:

Information Systems Security Group, OS

25X1 SUBJECT: Proposed Revision of Automatic Data  
25X1 Processing Management, DRAFT F

25X1 REFERENCE: Routing Slip (Form 610), dtd 12 January 1981  
w/attachment, DRAFT F of

25X1 1. In accordance with your request for priority review of  
reference, this office has completed same with only one suggested  
change.

2. Request in cooperation of following statement within  
paragraph 15 d (4).....add (j).

25X1 "Coordinating with ODP Security Officer in event of  
removal of excess ADPE with memory, e.g., disposal  
25X1 action, to insure the sanitization and verification of  
memory prior to such removal."